

December 1, 1998

TO: Members of the MAG Management Committee

FROM: Frank Fairbanks, Phoenix, Chairman

SUBJECT: SPECIAL MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Monday, December 7, 1998 - 2:00 p.m.
MAG Office, Suite 200 - Saguaro Room
302 North 1st Avenue, Phoenix (see enclosed map)

Please park in the garage under the Norwest Bank Building, bring your ticket, parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

A special Management Committee meeting will be held at the MAG offices at the time and place noted above. The agenda and summaries are being transmitted to the members of the Regional Council to foster increased dialogue regarding the agenda items between members of the Management Committee and Regional Council. You are encouraged to review the supporting information enclosed.

Members are reminded of the importance of attendance by yourself or a proxy. Anytime that a quorum is not present, we cannot conduct the meeting. Please set aside sufficient time for the meeting, and for all matters to be reviewed and acted upon by the Management Committee. Your presence and vote count.

**SPECIAL MAG MANAGEMENT COMMITTEE
TENTATIVE AGENDA
DECEMBER 7, 1998**

COMMITTEE ACTION REQUESTED

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| <p>1. <u>Call to Order</u></p> <p>2. <u>Approval of November 18, 1998 Meeting Minutes</u></p> <p>3. <u>Call to the Audience</u></p> <p>An opportunity will be provided to members of the public to address the Management Committee for items that are not included on the agenda. Citizens will be requested to not exceed a three minute time period for their comments. A total of 15 minutes will be provided for the Call to the Audience agenda item, unless the Management Committee requests an exception to this limit.</p> | <p>2. Review and approve November 18, 1998 meeting minutes.</p> <p>3. For information.</p> |
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ITEMS PROPOSED TO BE HEARD

TRANSPORTATION ITEMS

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| <p>4. <u>Transportation Planning/Programming Update (10 minutes)</u></p> <p>Staff will provide an update on the discussions with the Arizona Department of Transportation and other planning organizations in Arizona regarding a cooperative funding estimate for this region.</p> <p>5. <u>Review of Regional Transportation Stakeholder Involvement (5 minutes)</u></p> <p>On November 18, 1998, a Regional Stakeholders meeting was held to solicit input on future transportation investments for this region. At the meeting a report was made on the focus groups that were conducted throughout the MAG region. In addition, input was received from the Arizona Department of Transportation, the Regional Public Transportation Authority, modal representatives and community groups. Also, MAG presented potential projects for ADOT funding. A report on the transportation stakeholder meeting will be provided. Please refer to the enclosed material.</p> | <p>4. For information and discussion.</p> <p>5. For information and discussion.</p> |
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6. Transportation Funding Guidelines (30 minutes)

In July, the Regional Council approved refinements to the MAG process for programming transportation funds. One of these refinements was for early guidelines to be established for the selection of projects. To develop these early guidelines, input from the transportation stakeholder process was received and draft funding parameters were developed. The parameters were used to develop draft funding guidelines. These guidelines were reviewed on December 1, 1998, by the Transportation Review Committee (TRC). The draft guidelines being reviewed by the TRC are included in this mailing. After reviewing the guidelines, the TRC scheduled a meeting on December 4, 1998 to further discuss the guidelines. Any changes recommended by the TRC on December 4, 1998 will be forwarded to the Management Committee following the completion of the TRC meeting. The recommendation of the Management Committee and the Regional Council Transportation Subcommittee will be presented at the December Regional Council meeting. Please refer to the enclosed material

6. For information, discussion and recommendation to approve the draft transportation funding guidelines.

GENERAL ITEM

7. Status Update on the June 30, 1997 Single Audit and Management Letter Comments, MAG's Comprehensive Annual Financial Report (CAFR) and OMB Circular A-133 Reports (i.e., "Single Audit") for the Fiscal Year Ended June 30, 1998 and the Related Management Letter Comments (10 minutes)

A status update of management's efforts to address the June 30, 1997 Single Audit and Management Letter comments will be discussed.

The public accounting firm of Deloitte & Touche LLP has completed the audit of MAG's Comprehensive Annual Financial Report (CAFR) and Single Audit for the fiscal year ended June 30, 1998. An unqualified audit opinion was issued on August 28, 1998 on the general purpose financial statements (GPFS) and on the combining and individual financial statements in relation to the GPFS. The independent auditors' report on compliance with the requirement applicable to major federal award programs, expressed an unqualified opinion on the Single Audit. The Single Audit report indicated there were no questioned costs. The Single Audit report provided two procedural findings aimed at improving MAG's

7. For information, discussion and recommendation to accept the MAG Comprehensive Annual Financial Report and Single Audit Report for the year ended June 30, 1998.

financial management. These findings are not considered to be material. During FY 1998, management either resolved, or is currently in the process of addressing, the two findings. Management's responses are incorporated in the report. A Management Letter was also issued under separate cover providing seven recommendations to strengthen and improve areas of MAG's financial operations. No material weaknesses were reported in the letter. During FY 1998, management either resolved or is currently in the process of addressing these comments. The audit was sent in a separate mailing. Please refer to the enclosed material.